



Town of Tewksbury
Tewksbury Public Library

300 Chandler Street
Tewksbury, Massachusetts 01876
978.640.4490

Diane H.C. Giarrusso
Library Director

Director's Report

To: Board of Trustees
From: Diane Giarrusso, Library Director
Date: May 10, 2016

Facilities/Grounds

- We have hired Sullivan Landscaping to clean up the beds near the building and add mulch to all of the islands in the parking lot and all the flower and shrubbery beds near the entrance. Their quote came in at the lowest, and they do the maintenance of the 9/11 Memorial and we've always liked their work.
- Permanent Blinds were installed in the Meeting Room in April. The Friends of the Library, who paid for these, has asked me for a quote to add blinds to the glass surrounding the doors in the Meeting Room. Ms. Briley is working on getting that done. Thank you to the Friends for funding this capital improvement.
- The spring preventative maintenance has been done on the HVAC system. We're scheduling some needed repairs (but it still works) to the Generator and then that will be done.
- We're continuing to plan and make decisions about moving Teens to the first floor and Fiction to the second floor.
 - Attached are some updated, not to scale, sketches of the plans.
 - I have arranged for help moving furnishings and shelving from the Middlesex Sheriff's Department. We will need to close the building on June 22 and 23, 2016 so that we can do this work.
 - Staff members will be here moving the collections and doing the other tasks that will be required for this exciting change!
 - We will start informing patrons about the changes in a week or so.
 - The only costs that will be associated with this part of the move will be food for the prisoners and the staff on those days, bringing telecom to the fiction area, and a staff desk, chair and file cabinets.

Policy/Services

- We are grateful that you, Mr. Montuori and the other Town Meeting members supported the FY17 Library Budget. It is so exciting to be moving forward with open hour and materials expenditures. With the funding provided by the Town and supplemented by State Aid and Friends of the Library, we will be able to meet full funding of our Hours Open and Materials Expenditure for FY17. This means that in FY18, the Library will receive 100% of our State Aid Award.
 - It has been 10 fiscal years since the first cuts to the Library Budget were made and we lost up to 50% of our State Aid award and those years were concerning in many ways.
 - At the June meeting, I'd like to take some time to explain where I believe we will be regarding the Waiver process for the next few years. The outlook is better than it has ever been.
- Related to State Aid and the Waiver program, I was asked to be part of a statewide committee to look specifically at the Waiver process to see what, if any, changes could be made to update that part of the State Aid to Public Libraries program. This Committee is as a result of the recent State Aid Review process that the MA Board of Library Commissioners commissioned in 2015. Since I have had many opinions about this program, it is time to put my money where my mouth is and see if I can effect a positive change for libraries in the Commonwealth.
- The Kelly's have located the Beehives on the property. They are out back past the Wildflower, soon to be Community, Garden near the fence.
- Through the generosity of the Tewksbury Police Department, we are able to offer a Rape Aggression Defense (R.A.D.) Women Training for Library Staff, Trustee and Friends members. Dates are June 9, 16, 23 & 30th from 6-9pm. If any female aged 13 and over in your family wishes to attend, please see me for a registration form. This is terrific training and I highly recommend it. Sorry gentlemen, the TPD is not yet certified to teach the Men's course!

Encl: